



## **TOR FOR CONSULTANCY POSITION AS EVALPARTNERS COORDINATOR**

### **1. INTRODUCTION**

EvalPartners is a global movement that shapes the international agenda for evaluation by encouraging the evaluation profession to take a more global approach in addressing world problems and creating a platform for evaluation capacity development. EvalPartners harnessed the global advocacy and outreach efforts that culminated in declaring 2015 “International Year for Evaluation” (EvalYear’2015) by a resolution of the United Nations General Assembly. During EvalYear 2015, 100+ events were held worldwide to promote evaluation and contribute to the development of [a “Global Evaluation Agenda 2016 – 2020” \(EvalAgenda’2020\)](#).

EvalPartners actively works to implement the EvalAgenda 2020 with various stakeholders including Voluntary Organizations for Professional Evaluation (VOPEs) through the International Organization for Cooperation in Evaluation (IOCE); with Parliamentarians through the Global Parliamentarians Forum for Evaluation (GPFE) and other stakeholders through a series of EvalPartners networks and other initiatives. EvalAgenda 2020 is of paramount importance within the context of the Sustainable Development Agenda 2030. The Agenda recognizes that evaluation often makes major contributions to government and communities, it largely works behind the scenes and consequently its potential for major impact is under-recognised. Decision-makers often do not sufficiently rely on the evidence that evaluations generate to assist in making better, more inclusive decisions. For this reason, EvalPartners, at the Third Global Forum for Evaluation in Bishkek during April 2017 identified two flagship programs to drive forward the EvalAgenda2020 as shown below. The Flagships will strengthen existing EvalPartners networks (EvalGender+, EVALSDGs, EvalIndigenous, EvalYouth and the GPFE) to add value to their activities as well as lead to new and innovative initiatives, particularly to ensure that the progress towards the SDGs is reviewed and accelerated through national evaluation systems.

In January 2012, IOCE and UNICEF came up with the idea of the EvalPartners, a global movement to establish evaluation as an essential management and social change instrument. At that time, the evaluation community was mostly inward-looking and interested in technical aspects of the professional practice. The idea that evaluators should become global advocates for their profession seemed incredibly daring but proved to be very effective.

Combined with financial support from several donors – including Ministry of Foreign Affairs of Finland, UNEG, UN Women UNICEF and USAID – it ignited a host of volunteer activities all around the world led by UN Agencies, national and regional VOPEs and civil society organizations. Since then other partners have come on board which include Swiss Development Cooperation, United States Department of State, World Food Programme, United Nations Population Fund among others.

EvalPartners has already changed the “evaluation world”. For the first time in the history, an international professional year – International Year of Evaluation 2015, also known as EvalYear – was declared by the global evaluation community itself and then endorsed by the UN General Assembly. The need to build evaluation capacity at national level was recognized by a special Resolution of the UN General Assembly. Evaluation was also explicitly mentioned in the Resolution concerning the Sustainable Development Goals (SDGs).

The “DNA” of the work of EvalPartners is captured in the Global Evaluation Agenda (EvalAgenda2020) which provides a road map towards the vision for the future of evaluation profession jointly developed by thousands of evaluators from different countries and organizations and endorsed by the delegates of the second Global Evaluation Forum held at the Parliament of Nepal in Kathmandu in November 2015.

The EvalAgenda2020 identifies that while evaluation can make major contributions to government and communities, it largely works behind the scenes and consequently its potential for major impact is under-recognized. The gap between potential value and current acceptance motivates EvalPartners to work harder towards improving evaluation quality and usefulness and spread its benefits worldwide and across all segments of society, including the private and voluntary sectors. This includes the improvement of governance through the promotion of principles and values such as gender equality, social inclusion, non-discrimination, human rights, which are fundamental for development.

## **2. EXPECTED RESPONSIBILITIES OF THE CONSULTANT**

EvalPartners is looking for **full-time consultant** (UN Volunteer or Young Evaluator desirable) to support the coordination of the initiative for an initial one year to achieve the following objectives:

- A. Support the day to day coordination of all projects, committees, taskforces and networks of EvalPartners.
- B. The highest priority responsibility of the person assuming this position will be to coordinate, facilitate and support plans by national, regional and international VOPEs around the world, as well as various organizations that are Partners of EvalPartners, as they plan to raise the profile and importance of evaluation through a wide variety of events and other activities leading up to and during the **Evidence Matters Campaign and the Global Conference (2020)**.
- C. Support the Networks and Partner Institutions of EvalPartners in the drafting documents (including concept notes, action plans, budgets, reports, communications to wider audiences, etc.) in collaboration/consultation with Network co-chairs, as well as assisting with the implementation of their action plans for 2020-2021, with special attention to the following Networks:

- EvalGender+,
- EVALSDGs,
- EvalIndigenous,
- EvalYouth and
- the Global Parliamentary Forum on Evaluation (GPFE)

In addition, support the following task forces and committees:

- Flagship 1
  - Flagship 2
  - Knowledge Management
  - Programmes Committee and
  - Coordinating Committee
  - Toolkit committee
- D. In general, support initiatives to strengthen VOPEs' capacities to play strategic roles in strengthening country-led evaluation policies and systems that are equity-focused and gender-responsive, by:
- Identify strategic roles VOPEs can play in advocating for strengthened country-led evaluation policies and systems;
  - Document and analyse identified good practices;
  - Help selected VOPEs to develop strategies/action plans to strengthen their roles and contributions in country-led evaluation policies and systems.
- E. Work with the EvalPartners Executive Committee and Networks to develop and put in place monitoring and evaluation mechanisms, to be able to report on EvalPartners results to donors, members of the EvalPartners Management Group and Advisory Group, Partner organizations, as well as VOPEs and other interested audiences.
- F. Develop and support the implementation of an active Fundraising strategy and develop funding proposals, in close collaboration with the Fundraising Taskforce and the Executive Committee and other stakeholders in EvalPartners.
- G. Develop and implement an effective communication strategy, also in close collaboration with other stakeholders, especially the Knowledge Management and Communication committee.
- H. Lead/manage the content of the EvalPartners and IOCE website on [www.evalpartners.org](http://www.evalpartners.org), with technical support from the IOCE secretariat, Megram.
- I. Coordinate and support the development of new e-learning modules/courses, as well as supervise the existing ones.
- J. Collate and publish a quarterly newsletter through collecting articles form networks, VOPEs, partners and other sources.
- K. Develop bi-monthly agendas for the EvalPartners ExCom meetings and follow up on action items.
- L. Any additional new tasks the ExCom/Management Group will deem necessary.

The consultant will be expected to be initially engaged for 12 months, with the option of extending beyond that timeframe. The consultancy is a full-time basis. The selected person will be contracted as a consultant by IOCE on behalf of EvalPartners.

### **3. QUALIFICATIONS**

The consultant to serve in this role will have the following qualifications:

- Excellent and proven knowledge and experience in National Evaluation Capacity Development (NECD) in general, and in the roles of VOPEs in particular;
- At least 3-5 years of proven experience in evaluation of development programs;
- Excellent analytical and writing skills in English a requirement; ability to communicate in at least one other language (e.g. French, Spanish, Arabic) an added plus;
- Proven network and relationships with major VOPEs and other international networks;
- Proven experience/engagement in communication and advocacy;
- Strategic and innovative perspectives;
- Yet also attention to details; actively and creatively involved in email correspondence and decision-making;
- Proven experience in developing donor reports;
- Proven engagement and commitment through involvement in governance or administration and evaluation capacity development in at least one national and/or regional VOPE would be an added advantage.

### **4. COMPENSATION**

This junior position will be compensated at a junior level rate and the successful consultant will be paid in monthly instalments following the submission and approval of a monthly invoice. The consultant will also be required to submit a monthly activity report. The consultant is responsible for his/her own place of work/virtual office. The compensation rate will include an element to cover basic office expenses.

### **5. SUBMISSION OF EXPRESSION OF INTEREST**

Interested individual consultants should send their expression of interest, consisting of a cover letter and CV, to Lynn Burgess (lynn@ioce.net) **by 4:00 pm EST (New York time) Monday, January 27, 2020. Examples of reports, project plans or documentation to support your application are encouraged.**

The start date of this consultancy will be mutually agreed upon following the interview and selection process.

